



County Of Siskiyou

Request for Proposals (RFP) RFP #CP82622 - Sheriff

for

Highway Enforcement (DHE Team) Vehicle

Proposals may be mailed, delivered, or emailed to:

Courtney Greenley
Administrative Services Manager

Sheriff

305 Butte Street

Yreka, CA 96097

cgreenley@co.siskiyou.ca.us

Proposals Due by:

September 26th, 2022

5 pm PST

Preface

The County of Siskiyou, hereafter referred to as “The County,” is located in Northern California and borders Oregon.

Estimated Timeline of Events

The following schedule of events will be followed to the extent achievable; however, the County reserves the right to adjust or make changes to the schedule as needed.

Date	Activity
9/16/22	Release of Request for Proposals (RFP)
9/21/22	Deadline to Submit Questions
9/26/22	Submission of Proposals due by 5 PM
EST 9/27-9/28	Review of Proposals
EST 9/28-9/29	Vendor Inquires
9/30/22	Notification of Final Selection
EST October 2022	Purchase Order & Payment to Vendor

Scope of Work

The Sheriff’s Office has a Domestic Highway Enforcement (DHE) Team who is seeking a vehicle to add to their fleet.

Make/Model: Dodge Charger

Color: Black, White, Silver, Green

Body Style: 4 Door

Engine: 5.7L V8 HEMI

Transmission: Automatic

Production Year Desired: 2022-2023

Preferred Options:

1. Park Assist
2. Sport Mode
3. Performance Suspension
4. Electronic Stability Control
5. Push Start Capability
6. 8-Way Driver Seat
7. 2-Way Lumbar Adjustment
8. Performance Steering Wheel
9. Steering Wheel Controls – Audio & Shift
10. Auxiliary Port
11. USB Port
12. LED Exterior Lights

Submission Requirements

Proposal Format: Proposals must contain the following:

1. Cover Letter

- a. Please provide the proposer's name, address, and telephone number. The letter must be signed by a representative authorized to submit a quote and or enter into contracts on behalf of the proposer.

2. Company Profile

- a. Provide a brief description of your company, including structure, address, the total number of employees, overall industry experience, certifications, affiliations, and experience if relevant to the RFP. Support your capacity to perform the services detailed in this RFP.

3. Communication:

- a. Please include at least three (2) contacts information from your agency, including name, telephone number, and email.

4. Price Proposal:

- a. Provide a transparent fee schedule that outlines all of the costs associated with the required services and materials, broken down by category of products and services, and all on-going costs for recommended or required services.

The proposal must include all requirements as listed and correlate to the Scope of Work outlined under this RFP.

Conflict of Interest: Proposer(s) shall disclose to the County any interest, direct or indirect, which could conflict in any manner or degree with the performance of service required. At the County's discretion, a potential conflict of interest, to the extent it is waivable, may be waived or factored into the final award decisions and/or a modified Scope of Work.

Selection Process

The proposals received in response to this RFP will be screened by a selection committee. The selection committee will consider only the proposals which have been considered responsive to the RFP. Any proposal that fails to meet the RFP's requirements will be regarded as non-responsive and may be rejected. A proposal, which is in any way incomplete, irregular or conditional, at the County's discretion, may be rejected. The following criteria will be used in the evaluation of the potential consultants:

1. Cost Proposal
2. Lead Time / Availability

The County may meet or interview with any or all of the proposers during the evaluation process. A contract will be negotiated with one or more qualified entity or entities selected during the evaluation process. Proposals not selected in the evaluation process may be awarded a contract should negotiations with the selected proposer(s) prove unsuccessful. The County reserves the right to reject any and all proposals and reserves the right to waive any non-substantive defects in the proposals.

General Information

Proposals must be submitted by way of mail, hand delivery, and/or electronic means, as described below:

- **Hand Delivery*:** Hard copy proposals submitted by hand delivery must be received at the Siskiyou County Sheriff's Office, 305 Butte Street, on or before **5 PM PST, on September 26th, 2022** (ATTN: Courtney Greenley).
- **Electronic Copy Submittal:** Submit an electronic copy of the proposal via email. Electronic copies shall be emailed to **Courtney Greenley**, Administrative Services

Manager, at cgreenley@co.siskiyou.ca.us and must be received by **5PM PST, on September 26th, 2022.**

*Proposers choosing hand delivery shall provide one (1) original copy with signature and four (2) exact copies of the original by hand delivery, mail, as instructed above.

Proposers submitting proposals electronically will only be required to send one copy.

Proposers are asked to direct all inquiries related to the project(s) to: Courtney Greenley by email only: cgreenley@co.siskiyou.ca.us

The County will provide the following to assist the selected entity(s):

- Designate a person to act as the County's point of contact with respect to the work performed under the contract.
- Information, as legally allowed and reasonably attainable, in possession of the County that relates to the requirements of the project(s) or which is relevant for the project(s).
- Facilitate coordination with other entities, local agencies, organizations, and individuals if necessary.
- Advice on the project scope of work.
- Review and validation of project deliverables.

A contract award resulting from this RFP will be made without discrimination on any basis prohibited under state or federal law.